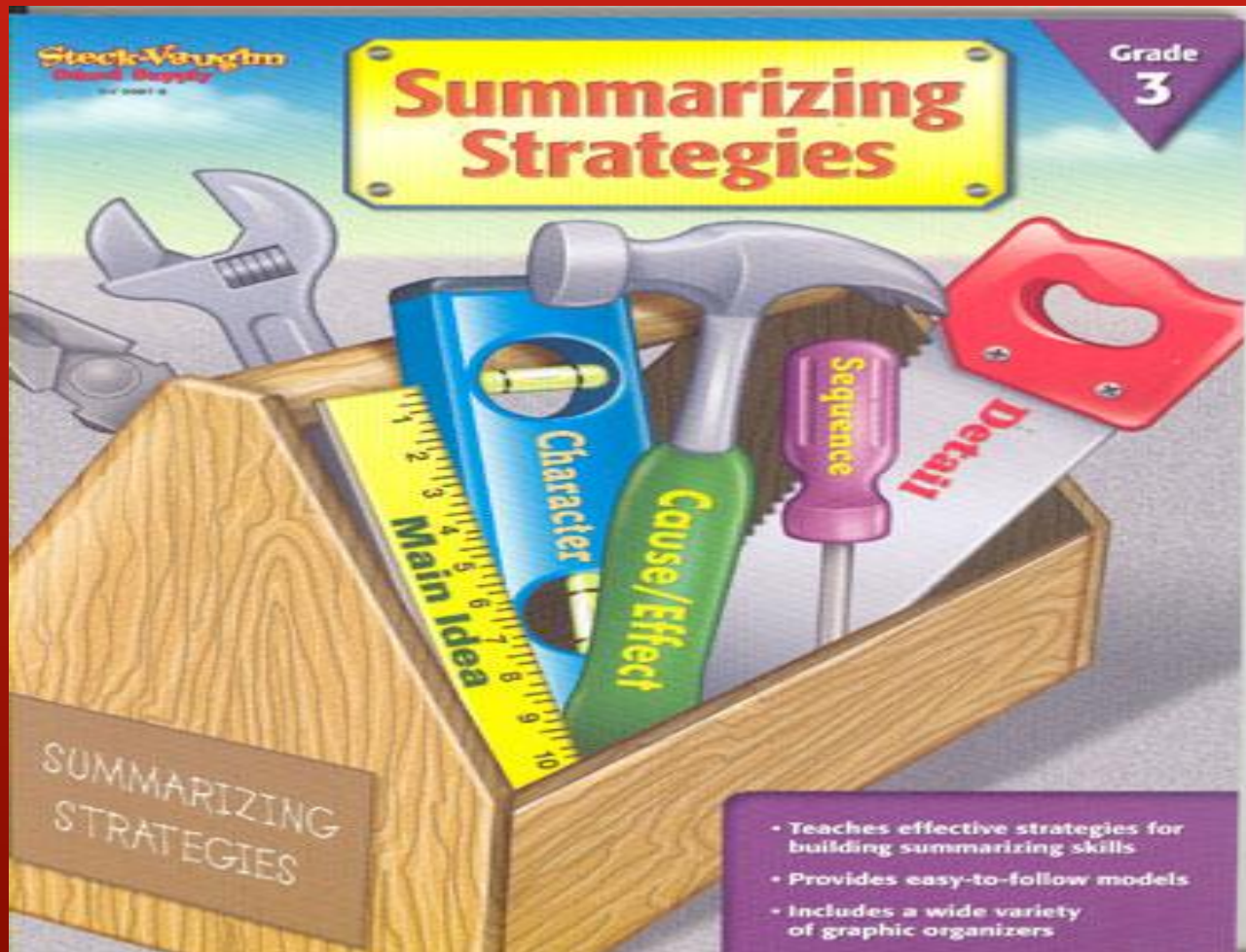


4.5 Summarizing Texts



What is a summary?

- A summary is a shorter version of a longer piece of writing.
- A good summary should capture the **main idea** and its **supporting details**, but expresses them in a much shorter amount of words

8 Steps to Summarizing a Text



Step 1

- Read the text twice
- If you don't understand the text after reading it twice ask for help with understanding

8 Steps to Summarizing a Text



Step 2

- Underline any words that you don't understand in the text
- Look these words up and find the definitions

8 Steps to Summarizing a Text

**Identify the important
elements of the text by
Filling in the 5 W's chart**

Step 3

**Be as specific as
possible here**

8 Steps to Summarizing a Text



Step 4

**Write a sentence
describing what you think
the main idea of the text is**

**Use the title of the text
and bold words to help
you with this**

8 Steps to Summarizing a Text



Step 5

**Using a pencil, and keeping
your main idea in mind
cross out all of the
unnecessary info in the
text**

**Lists, facts, and examples
are often unnecessary
information**

8 Steps to Summarizing a Text

Using a highlighter or a diff color (keep the main idea in mind) highlight the key pieces of information

Step 6

These are your supporting details, that support the main idea

8 Steps to Summarizing a Text

Working one paragraph at a time, use your own words to summarize each paragraph in point form

Step 7

Aim for 3-5 bullets per paragraph

8 Steps to Summarizing a Text

Turn your bullet points into full sentences

Put them together to write a summary of the original Text

Step 8

**Your summary should be 1/3
The length of the article**